

**DEPARTMENT OF THE ARMY**

**Vacancy Announcement Number:** SWGL04739526

**Changes to the Job Announcement:** N/A

**Opening Date:** March 10, 2004

**Closing Date:** March 25, 2004

**Position:** Program Analyst, GS -0343-11

**Salary:** \$48,947 - \$63,629 Annual

**Place of Work:** US Army Engineer District, Memphis, Planning, Programs & Project Management Division,  
Project Management Branch, Memphis, TN

**Position Status:** This is a Permanent position. -- Full Time

**Number of Vacancy:** 01

**Click on links for more information**

**Duties:** Prepares, updates and justifies study/project cost estimates that serve as the basis for request for Federal appropriations. Cost estimates provide time and resource requirements for individual items of work and are prepared in accordance with engineering regulations and circulars and other guidance. Develops current year program requirements and prepares operating budgets and obligation/expenditure schedules. Develops and maintains data in various management information databases, such as CEFMS, PRISM and PROMIS. Monitors schedules against actual progress. Identifies issues and recommends changes so that goals are met. Prepares budget justification materials for assigned studies/projects. Works with other team members to prepare the Project Management Plans with regard to schedules and cost estimates. Prepares and makes presentations.

**Who May Apply:** All Federal employees serving on a career or career-conditional appointment. Reinstatement eligibles. NAF/AAFES Interchange Agreement eligibles. Veterans eligible under Veterans Employment Opportunities Act of 1998. (VEOA) Veterans eligible as 30% Disabled Veterans. Veterans' Recruitment Authority (VRA). Employment Program for People with Disabilities eligibles. Interagency Career Transition Assistance Plan (ICTAP) eligibles. Family member employees eligible under Executive Order 12721. Defense Civilian Intelligence Personnel System (DCIPS) eligibles.

**Qualifications:** Click on link below to view qualification standard.

[General Schedule](#)

**SPECIALIZED EXPERIENCE:** To qualify, applicants must possess 1 year specialized experience equivalent to the GS-09 level. Specialized experience is defined as experience collecting, recording, and analyzing various data for the purpose of preparing required budgetary and/or civil works activity reports; experience obtaining forecasts and fund requirements for obligations; experience using automated databases. **GENERAL INFORMATION:** Faxed resumes and self-nominations or resumes and self-nominations mailed at government expense will not be accepted. This announcement may be used to fill like vacancies for six months after the closing date. **BASIS OF RATING:** Ratings will be based upon applicants qualifications and information indicated in the resume. Applicants within 30 days of meeting all requirements may be referred for consideration. The selected applicants resume will be used to verify qualifications. **GS-11:** One year of experience directly related to the occupation equivalent to at least the next lower grade level; or Ph.D. or equivalent doctoral degree or 3 full years of progressively higher level graduate education leading to such a degree or LL.M., if related; or equivalent combinations of experience and education. The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and abilities required for this job. Must have 52 weeks of Federal service at the next lower grade (or equivalent).

[Other Information:](#)

Permanent Change of Station (PCS) expenses will be authorized.

[Other Requirements:](#)

Personnel security investigation required. You will be required to provide proof of U.S. Citizenship. Male applicants born after December 31, 1959 must complete a Pre -Employment Certification Statement for Selective Service Registration. Direct Deposit of Pay is Required.

[How to Apply:](#) (Click on How to Apply)

Self-nomination must be submitted by the closing date. Resume must be on file in our centralized database.

If your resume is currently in our central database, you may click here to [Self Nominate](#)  
Click here to use the [Army Resume Builder](#) to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

Point of Contact: CPAC, Memphis, (901) 544-3824,

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